

FORCE11 Board of Directors Meeting

2018-02-26 1400 UTC (0600 Pacific) ([Other timezones](#))

Present: Dan, Violeta, Cameron, Dave, Bianca, Gimena, Cameron, Jen, Mandy, Paul, John, Dave

Apologies:

Agenda

1. Adoption of Agenda
2. Minutes
 - a. please check for notes in red to be removed for sharing on the FORCE11 website - Bianca - **rolling action: before next meeting, mark anything in the minutes of the previous meeting that needs to remain confidential; Bianca/Mandy will then upload a pdf version as minutes on the website.**
3. Items for Action
 - a. Working Groups
 - i. Joint expert group (Tim)
 1. **proposal to formalize expert group (invitation only, as opposed to open working groups), in this case on identifiers together with RDA**
 2. **Action item:** Tim will circulate a proposal
 - b. Force 2018, 2019, and Force 2020--plan leaders/locations? (Dan)
 - i. **John put together programme committee for 2018**
 - ii. **Consensus to start planning for 2019/2020, including discussing feasibility of having a meeting in a non-Western location**
 - iii. **Action Item:** Proposal accepted: convene Board subcommittee: Bianca, Jennifer, Gimena, Cameron, John - report back in a month
 - iv. **Action Item:** all Board Members, please let us know if you plan to attend FORCE2018 in Montreal Oct 11-12
 - c. Stephanie's list of officer appointments removals from the list, etc. (Dan)
 - i. **Action Item:** Fix website listing: Stephanie/Bianca
 - ii. **Action Item:** Discuss advisory board: Dan, Mandy/Bianca, Stephanie
 - iii. **Action Item:** Check bylaws about: 2 secretarial positions, past-president, terms, official yearly meeting minutes (for all: review and prepare proposal for next meeting): Dan, Mandy/Bianca, Stephanie
 - d. Communication in light of Twitter/FSCI (Dan)
 - i. **Action Item:** Proposal Dan: Communications (Jennifer) to draft proposal for approval and maintenance for Twitter
 - ii. Proposal Paul: not use FORCE11 Twitter account as a conversational account
 - e. Membership officer/responsibilities (Dan)
 - i. **Action Item:** Violeta / Dan, involving secretariat
 - ii. Please find more details on the past thinking on membership in F11:BOD/Membership
 - f. Sponsorship responsibilities and planning (Amye, Violeta, Stephanie, John)
 - i. Sponsorship document (Violeta)
 1. Please clarify the AFFILIATE PARTNER opportunity for FSCI since both me and John would like to remove it.
 2. We need to decide on the method of electronic payment: Eventbrite or Force11 current method?

- ii. Sponsorship 2 pager (Violeta)
 - iii. Master list of past and potential sponsors (Note the Tracking 2018 Sponsorship tab)
 - iv. **Action items: any comments to Violeta before Wednesday night Pacific; Dan, Stephanie, Violeta, John to finalize before end of this week.**
4. Reports
- a. Force 2018 (John)
 - i. Who's the best person to advise re building out website pages for the conference, as was done for 2016? (Jen - **will investigate separately**)
 - b. FSCI (Cameron/Stephanie/Dan)
 - c. Communications (Gimena/Jennifer)
 - i. We have a working timeline for upcoming communications and responsibility (Twitter, website, etc)
 - ii. Starting a WG to pp get involved in communications
 - iii. Jennifer updated the web page copy at <https://www.force11.org/meetings/force2018>
 - iv. Call for proposals on Thursday (short blog post and tweet) and details on sponsorship if available
 - d. Chair (Dan)
 - e. Membership
 - f. Secretary/operations (Mandy/Bianca)
 - i. Minutes policy
 - g. Treasurer (Amye)
 - h. Web (Paul/Stephanie)
5. Other business
6. Summary and Conclusion
7. Next meeting: [Monday March 12, 1100 Pacific \(1900 UTC\)](#) (Agenda)

Slack! The slack url is <https://force11.slack.com/> It looks like everyone on the board has accounts. But if you can't get in, let John know. (Also, for slack newbies, it is always best to use the desktop/mobile slack app. The slack website interface is subpar.)